



TEMPORARY ZONING CLEARANCE PERMIT

(Area's within industrial and commercial districts only)

TEMPORARY USE PERMIT FEE IS \$425.00

Application and site plans must be submitted to the City of Hollister Development Services Department office at 420 Hill St. The selling of food from booths is not permitted. Along with the completed application, applicants must submit 8 copies of site plans 14 days prior to the activity which are required to include the following:

- Parcel dimensions
- Parcel address and zoning designation
- Location, number of booths and type of service the both(s) will provide
- Booth dimension(s)
- Location of designated restroom facilities (*A minimum of two portable bathrooms per site. One of these portable bathrooms must be ADA accessible and compliant*)
- Identify trash receptacles (*A minimum of one 20 yard dumpster may be required, depending on the proposed activity*)
- Setbacks of booths to property lines and other tents (*Minimum set backs for tents to property lines is 5 feet and 3 feet from other tents*)
- Location of nearest public street

*For more information, contact
Development Services Dept. (831) 636-4360*

TEMPORARY ZONING CLEARANCE PERMT APPLICATION

1. Applicant(s) _____
Contact Person _____
Address _____
City _____ State _____ Zip Code _____
Phone # _____ E-mail _____
2. Property Owner(s) _____
Address _____
City _____ State _____ Zip Code _____
Phone # _____ E-mail _____
3. Assessor's Parcel Number _____
4. Project Site Address _____
5. Total number of booths to be set up on the project site _____
6. Days and hours of activity (*please include booth set up and tear down*). Hours of operation permitted are from 8:00a.m. to 9:00p.m. _____

7. Name of business(s) and merchandise set up in the booths _____

8. Sellers Permit # _____
9. Are Canopies/tents going to be utilized in conjunction with the booth? ☐ Yes ☐ No
PLEASE NOTE: Canopies/tents greater than 120 sq. ft. will require a building permit. See the attached Canopy/tent hand out included as an attachment with this packet for clarification. **Deadline for submitting a canopy/tent building permit is five (5) days prior to the activity.**

CERTIFICATION: The facts, plans and documents submitted herewith are true, correct and accurate to the best of my knowledge. If the request is granted, I (we) agree that the provisions of the City and State Law will be complied with and the conditions, if any, upon which the permit is granted, will be carefully observed.

Applicants Signature

Applicants Printed Name

Owners Signature

Owners Printed Name

This application will not be accepted unless signed by the property owner

STAFF USE ONLY

Approval beginning on _____ and ending on _____
Approved by _____ Date _____
Application # _____ Receipt# _____

NOTE: All vendors must apply for and receive a City business license from the City of Hollister Finance Dept. A business license takes 2 weeks to process. **Deadline for applying for a business license is two (2) weeks prior to the activity.** For business license fee information, call (831) 636-4301.